

Appendix H
Invitation e-mail

Dear {insert name},

The U.S. Department of Agriculture, Center for Nutrition Policy and Promotion has asked IMPAQ International and Samuels & Associates to conduct in-person site visits to selected nutrition education programs like yours to gather information about the characteristics of successful nutrition education programs and ideas for improving those programs. Pursuant to 7 CFR 2.19(a)(3), the Secretary of Agriculture has delegated authority to the Center for Nutrition Policy and Promotion for, among other things, developing materials to aid the public in selecting food for good nutrition. Findings from these site visits will be used to inform federal nutrition education policy and programs and will aid in the guidance of nutrition education communication strategies and the development of new nutrition education interventions that use new technologies.

We would like to invite you to participate as one of the six key informants nationwide who have been identified as those with expertise in nutrition education and/or use of technology for education. We are particularly interested in your nutrition education program because among all the nutrition education programs that we have identified in a recent environmental scan, we believe your program is particularly innovative and exemplary. Participation is completely voluntary. There are no consequences if you choose not to participate in part or whole. We will be conducting these site visits {insert time frame}. The site visit will take about 3 hours to complete. During the site visit, our interview with you will cover topics such as: characteristics of successful nutrition education approaches and programs; opportunities and barriers in utilizing technology and digital media/social networking for nutrition education; and effective, innovative ways to deliver nutrition education consistent with the *Dietary Guidelines for Americans*.

Please let us know whether or not you'd like to participate by responding to {insert name and contact information}. If you would like to participate, we will arrange date and time for the site visit that is convenient for you.

We hope you will consider participating in this important study, as your expertise and wealth of knowledge in this field will help strengthen this work.

Thank you.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection unless it displays a valid OMB Control number. The valid OMB number for this collection is 0584-0523. The time required for this collection is estimated to average 10 minutes including the time for reviewing and responding to this invitation email.